

BRENTWOOD BOARD OF SELECTMEN
MINUTES OF DECEMBER 28, 2010

Convened: 6:30 p.m.

Present: Kevin Johnston
Andrew Artimovich
Jane Byrne
David Menter
Jeffrey Bryan

The Board met and reviewed payroll, accounts payable, and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report.

The Selectmen reviewed the minutes of the 12/21/10 meeting. Bryan moved the minutes as written. Menter seconded the motion. All voted in favor.

The Board reviewed the notes:

- The Selectmen said it would be ok for the Girl Scouts to sell cookies in the lobby of Swasey School at Town Meeting.
- The Board would like a memo sent to Chief Lemoine indicating that he should not be having mandatory on-call shift coverage until he submits, and the Selectmen approve, a proposal. If they are willing to volunteer to cover a shift that would be ok.
- The part that was supposed to come in to hook up the sprinkler pump has not shown up so it looks like it will be next week before they can get a certificate of occupancy.
- A complaint was received about the bay lights being left on at the new fire station. Bryan confirmed that Ricci Construction is still paying the electric bill so until the building is officially turned over to the Town, they can leave the lights on.
- The Town of Fremont is wondering if the Selectmen would have a problem with them asking Gil Tuck to fill-in on a temporary basis as their building inspector. The Board said they don't have a problem with that.
- Gil Tuck is in receipt of a letter from an attorney's office representing Recycled Asphalt Shingle Technology regarding the original construction of the bunker at 50 Pine Road and the later plan to add a steel roof over it in 2010. Kathy St. Hilaire from the Planning Board office will gather some information together early next week.
- The Board reviewed a revised version of the Town Vehicle Policy which includes a new section on Post-Accident Testing. Bryan made a motion, seconded by Byrne, to approve the policy. All voted in favor. Stevens will put together a separate post-accident testing policy, which does not pertain to vehicle related accidents only, for the Selectmen to review.
- The Selectmen would like an update from Town Counsel regarding Knowles.

Wayne Robinson, Road Agent, discussed the following with the Selectmen:

- The Highway Dept needs radios for the 2 new trucks. Two-Way gave him a price of about \$4,000 for the radios and installation. He will get an invoice to us tomorrow so it can get paid from the 2010 budget.
- Bryan mentioned that we need to work out a system for getting the new fire station plowed. Robinson said he went in there with the dump truck but was tearing up the rocks so he went back over with the 1 ton. Robinson said he got as close to the doors as he

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could. Robinson spoke with Chief Lemoine and he said he'll have the guys take care of shoveling out in front of the apparatus doors.

The Selectmen signed the following documents:

- An Intent to Cut for 357 South Road.
- A motion was made by Byrne and seconded by Menter to sign a contract with Power Up Generator Service Co. to service the generators at the Community Center and Town Office.

The Board reviewed the following budgets:

1. Insurance: Bryan made a motion, seconded by Byrne, to approve the Insurance budget in the amount of \$96,837. All voted in favor. This includes an increase in our Workers Compensation Insurance of about 14% and Property Liability Insurance of 20%.
2. Street Lighting: Byrne made a motion to approve the budget for Street Lighting in the amount of \$444 (which is level funded). Menter seconded the motion; all voted in favor.
3. Waste Collection: A motion was made by Bryan and seconded by Byrne to approve the Waste Collection budget in the amount of \$270,046 which is a .95% decrease from 2010. All voted in favor.
4. Conservation Commission: The Conservation Commission submitted paperwork to encumber \$2,000 from the 2010 budget for the audit expense for 2011. This in turn reduces their budget that was presented for 2011 by \$2,000 bringing it to \$11,637. Bryan made a motion, with a second from Menter, to approve the Conservation Commission budget for \$11,637. All voted in favor.
5. Town Clerk & Tax Collector: Bryan mentioned that the Town Clerk budget that was presented represents an approximate 3.5% increase and the Tax Collector budget approximately 1.5% increase. Johnston inquired what the increase is for; if it was for labor. Bryan explained that they are a bit over budget this year for labor. Stevens said that the 2011 budget shows a 3.67% increase in the deputy clerk and 3.75% increase in the office clerk salaries. Byrne responded that she thought they were level funded. Stevens explained that in order to keep a level funded budget for 2010, Thompson had reduced the clerk to 23 hours/week and deputy to 31 hours/week yet has allowed the deputy to continue to work the 32-33 hours/week that she has always worked. So, for next year's budget she has budgeted back up to the number of hours they usually work; 24 for the office clerk and 32 for deputy clerk. The increase in hours budgeted results in the percent increase shown. Bryan mentioned that last year he did a report about other towns and how many hours they are open compared to Brentwood. Johnston said he's seen that other towns are changing their hours around. Bryan said it certainly is convenient to have them open as many hours as they are but the only way we're going to get level funding is to cut a day or a half day. All other lines are fixed costs. Johnston suggested we have Phyllis come in next week to discuss it.

At 7:20pm, Bryan made a motion to adjourn, seconded by Menter. All voted in favor.

Respectfully submitted,
Julie Stevens